

# Massachusetts Skills Capital Grant Program

## *Grant Program Guidelines and Application Forms*

### FREQUENTLY ASKED QUESTIONS

#### Reminders

Due Date: **Friday, January 29<sup>th</sup>, 2016 – 5:00 p.m.**  
Submission: **Completed proposal packets should be submitted by email as one PDF file (including cover page, narrative, budget form, and any attachments).**  
Submit to: [ehedgrants@state.ma.us](mailto:ehedgrants@state.ma.us)

#### Eligibility Questions

We have received several inquiries regarding a school or organization's eligibility for this grant program. Unfortunately, we are not able to make individual determinations on eligibility for prospective applicants without reviewing details about each program. The following guidance can be used by prospective applicants to make a decision about applying:

As outlined in the RFP, the goal of this grant initiative is to support vocational education and training programs that directly increase the number of individuals that are trained/prepared to enter high-demand jobs in their community and/or region. Eligible applicants are those that offer formal and structured educational services that, for purposes of this grant, lead to industry-recognized competencies (may include certificates, degrees, or other credentials).

Specifically, applicants must be Massachusetts schools, institutions, and organizations that provide career/vocational technical education programs, including all Chapter 74-approved vocational tech schools, community colleges, and providers of training programs that meet the federal Perkins Act definition of career and technical education.

To further clarify, the term 'career and technical education' means organized educational activities that— [Perkins Act - 20 U.S.C. 2302(5)]

- (A) offer a sequence of courses that—
  - (i) provides individuals with coherent and rigorous content aligned with challenging academic standards and relevant technical knowledge and skills needed to prepare for further education and careers in current or emerging professions;
  - (ii) provides technical skill proficiency, an industry-recognized credential, a certificate, or an associate degree; and
  - (iii) may include prerequisite courses (other than a remedial course) that meet the requirements of this subparagraph; and
- (B) include competency-based applied learning that contributes to the academic knowledge, higher-order reasoning and problem-solving skills, work attitudes, general employability skills, technical skills, and occupation-specific skills, and knowledge of all aspects of an industry, including entrepreneurship, of an individual.

## General

*Q: I have read through the grant materials and I see that we cannot apply for more than one grant. However, as we would be applying for the grant for our district's vocational/technical school, can we apply for vocational training equipment/installation costs for more than one program within the school (for example, culinary and aviation)?*

A: The answer to this inquiry is Yes. While each eligible school may submit only one application, that one application may request funding for equipment / installation cost for multiple training programs within the school. However, each training program must meet the grant criteria. As outlined in the guidelines, this grant program seeks to increase the number of people in the pipeline for high demand jobs. The application need to make the demand-driven case for each of the training programs for which it proposes to purchase equipment.

*Q: I would like to know if we are allowed to request a vehicle. We need a new large van to transport our carpentry students to job sites around the state.*

A: The intent/purpose of this capital grant program is to fund the purchase of equipment directly used in a training program. (ex. A small car for disassembling in an automotive repair program.) While we understand that the program may have this student transportation need, the purchase of a van for this purpose would not be an allowable expense under this RFP.

*Q: The directions say that the proposal narrative should not exceed 5 pages. Does the proposal narrative include all requested information in sections 1 through 4?*

A: Yes, it includes all the requested information in sections 1 through 4. This whole part comprises the narrative and should not exceed 5 pages.

*Q: May we attach exhibits or letters of support from industry partners that will not count toward the 5 page restriction?*

A: Yes, applicants may include exhibits/letters of support, and these would not count toward the 5 page narrative limit.